

**Water/Wastewater Commissioners’  
Meeting Minutes  
April 24, 2012**

Present: Robert E. Courage, Chairman  
Dale A. White, Vice-Chairman  
Michael E. Putnam, Member  
Evelyn Gendron

Absent: David Boucher, Superintendent

**Call to Order:**

Chairman Courage called the meeting to order at 6:00 p.m.

**Appointments:**

Mr. Kris Jensen said the reason for his appointment this evening was to respectfully request the commissioners’ consideration to waive the water/sewer billing for one year for Mr. Rick Wilson, 26 Briarcliff Drive, who was recently diagnosed with a terminal illness, the treatment results, inability to continue local employment, and the local auction/fundraising efforts to offset treatment expenses. Mr. Jensen briefly explained the family’s situation and said the family had no knowledge of this request. The commissioners reviewed the two-year billing/payment history for this customer, prepared by the Water Utilities Billing Clerk, indicating a one-year waiver for this family may amount to approximately \$800.00. The commissioners thanked Mr. Jensen for presenting details and answering questions, expressed sympathy, and advised he would be notified of the Board’s decision. Upon discussion, the commissioners recalled granting a bill adjustment to an elderly water customer with billing longevity who had relocated to a nursing home, and agreed that each customer’s request for an adjustment warrants a review and decision based on the merits of each unique situation. Chairman Courage made the motion to waive the water/sewer payments billed to the Wilsons at 26 Briarcliff Drive for one year from today, ending April 24, 2013, and that the Billing Clerk prepare a letter to the family advising of the Board’s decision. Commissioner Putnam seconded the motion; all voted in favor.

**Decisions:**

Approval of Final Minutes – Commissioner Putnam made the motion to approve the minutes of the Public Hearing held March 29, 2012. Vice-Chairman White seconded the motion. All voted in favor.

Commissioner Putnam made the motion to table the minutes of the meeting held April 10, 2012 until the next meeting. Vice-Chairman White seconded the motion. All voted in favor.

Notice of Award: Curtis Well Field Electrical Conduit Directional Drill – The commissioners reviewed the information and Notice of Award dated April 19, 2012, as provided by Mr. Chris Berg, Wright-Pierce, to award the contract for the Curtis Well Field Electrical Conduit Direction Drill. Upon discussion, Vice-Chairman White made the motion to authorize Chairman Courage to sign the Notice of Award to Enterprise Trenchless Technology, Incorporated, 42 Capital Avenue, Lisbon Falls, Maine, in the amount of \$29, 870.00 (twenty nine thousand eight hundred seventy dollars). Commissioner Putnam seconded the motion. All voted in favor. Mrs. Gendron will forward the signed document to Mr. Berg.

### **Discussion/Information Items:**

Water Utilities Department Glass Roof Leak Repair Estimates - Two preliminary proposals received in December 2011 were reviewed and discussed for the original glass roofing, which was installed 31 years ago, and will be revisited after the 2012 spring rains. Vice-Chairman White said he will contact Mr. Jamie Soucy, Wastewater Operations Foreman, to inquire about warranties/guarantees and recommend additional glass companies.

Activities Report - Reviewed by the commissioners. Vice-Chairman White said that he would appreciate updated information regarding the composting operations from the Superintendent. Mr. James Young, being present, explained the status of the water service leak on Johnston Street, parts have been ordered to repair the broken hydrant on Ponemah Road, and answered the commissioners' questions regarding the Curtis Well water levels. Mr. Young spoke of the influence the new well has on the draw-down on Curtis Well #1 due to the same aquifer being utilized. Commissioner Putnam asked about the impact of yesterday's rain; Mr. Young will email the water level readings to the commissioners; they are more reliable when collected two days post-rainfall. Mr. Young said he is in favor of instituting a water conservation plan due to the lack of snowfall/rainfall, as Milford's current levels are close to the levels typical of July's (hot, dry summer) level. Vice-Chairman White said he expects the 2012 numbers will emphasize the need to continue efforts to increase current water source options. Chairman Courage said that a water ban has never been instituted, due to reliance on Pennichuck Water when demands exceed well pumping capacity. Mr. Young apprised the commissioners of his dissatisfaction with Milton Cat's initial hesitation to cover Curtis Well generator parts that just expired warranty, and Milton Cat's interest in offering a contract to cover all the generator parts if Milford purchases a three-year extension contract, i.e., which would be almost as if the warranty hadn't expired, and include preventative maintenance for \$500.00 more. Commissioner Putnam said that the Selectmen want to investigate combining service agreements for generators in use throughout town-owned buildings with generators used throughout the school system to obtain better pricing. Upon discussion, Chairman Courage said that Mr. Young should, in the absence of Superintendent Boucher, prepare the contract renewal paperwork and pricing for approval. Mr. Young said that he is awaiting pricing for a few materials for the Beech Street water main replacement project, which is planned for this year. As to the recent work performed at the Library Annex building in conjunction with DPW, Mr. Young will prepare a list of inventory parts to be replaced and forward them to the Billing Clerk. Mr. Young apprised the commissioners of the dump truck body work required. Vice-Chairman White will investigate a replacement truck pricing for discussion at a future meeting. This could be split between the water/sewer capital reserve funds. Taking the Prospect Tank off-line will also be a future discussion topic. Upon the completion of hydrant flushing, Mr. Young will compare flow test numbers in the Prospect Street area with those prepared by Mr. LaBranche of Stantec. Vice-Chairman White asked if the RSA's governing use of land where the Curtis Wells are have changed recently. Mr. Young said no,

adding that Superintendent Boucher has the RSA's that specifically state what land applications are permitted to grow crops.

**Non--Public Session** (RSA 91A:3 II (d) Land). Chairman Courage moved to enter into Non-public session at 7:12 p.m. in accordance with RSA 91:A3 II (d) for a discussion regarding land. Chairman Courage polled Vice-Chairman White and Commissioner Putnam. Vice-Chairman White seconded the motion; all voted in favor. Upon exiting the non-public session at 7:30 p.m., Chairman Courage said there were no announcements.

**Future Appointments/Meetings:**

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, May 8, 2012 at the Water Utilities Department, 564 Nashua Street. (Please note: this meeting was canceled by Superintendent Boucher and Chairman Courage at 3:15 p.m. on May 8, 2012.)

**Adjournment:**

Chairman Courage made the motion adjourn the meeting at 7:31 p.m. Vice-Chairman Putnam seconded the motion. All voted in favor.

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Robert E. Courage, Chairman

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Date

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Dale A. White, Vice-Chairman

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Date

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Michael E. Putnam, Commissioner

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Date